

EYES ONLY

MEMORANDUM FOR: Executive Director-Comptroller

SUBJECT : Office of Computer Services

1. Attached hereto is a memorandum from the Director of Personnel 25X1 reporting the results of his interview with [ ] who is resigning from the Agency/Office of Computer Services. This report, while representing the reaction of one individual, tends to crystallize some issues concerning the Office of Computer Services. From time to time there have been indications that there are some problems and they tend to group ~~along~~ <sup>themselves along</sup> the lines set forth in this report.

2. I am concerned since the DD/S is the only Directorate relying on OCS to provide the computer service necessary for its automatic data program. Our Systems Analysis Group is now going into high gear and I need assurance that OCS so desires and will be capable of rendering full service to the DD/S program. This is extremely important in that the DD/S program is one of considerable magnitude, probably equaling CHIVE in scope and which will be used by all Directorates of the Agency and the Executive Staff in their planning, programming, and budgeting activities. In anticipation of the success of this program, I have held back a number of proposals by the individual offices for automated data to serve present-time immediate needs, ~~in the interest of speeding up our conversion program to meet~~ <sup>in the interest of speeding up</sup> our overall future requirements. I am concerned that any problems might delay the DD/S program or not provide it the high-quality immediate service that we envision.

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GROUP 1  
Excluded from automatic  
downgrading and  
declassification

(2)

3. Concerning the points raised by this memorandum, I wish to make the following observations:

a. A question seems to have developed as to whether it is practical to combine in one organization (OCS), using common facilities, an ADP program, and the applications of computer analysis capabilities to scientific programs. <sup>T</sup>There is a chance that the former will become the routine work base and the latter the more interesting and esoteric application. One may suffer at the expense of the other. [redacted] working on the ADP Staff, is leaving for reasons described in the attachment. In the past 12 months there have been 30 separations from OCS of which 14 were from the automatic data processing division. Of these 14, 5 were GS-7's and above and would be considered professionals. As a statistic, this, of course, is subject to interpretation; but a turn-over of 14 in one division in the course of a year is a high ratio and points to the existence of some definite problem concerning this group. If these departing employees are replaced by equal or better qualified personnel skill in automatic data processing, then we have no particular problem. However, <sup>O</sup>on the other hand, if they are not being rapidly replaced or if the replacement skills are not related to ADP programs, then a problem could be developing.

b. Another factor cited was that the Systems Analysts feel that people of lesser qualifications [redacted] for example) are

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taking over the work and that the professionally qualified group have been reduced to problems concerning programming and clerical tasks.

This touches a basic policy factor, namely, that the DD/S has determined that its program will be a participating working program in automatic data processing. This means that personnel of the DD/S staff and the DD/S Offices will directly participate in the development application and implementation of the ADP program. This is opposed to the philosophy that OCS would provide the experts in automatic data processing who will perform all the procedural analysis of the data base of the DD/S Offices and devise the system through which this data can be utilized. In more simple language, this simply means that the DD/S Offices would not professionally participate, but would sit back and let an outside technical staff determine and develop what system should be used. On the latter premise, the DD/S has determined that it will not go this route and will definitely be a participating program.

- 25X1 4. The problems represented by this memorandum may be over-emphasized from  viewpoint. I feel, however, that the importance of the OCS service to the DD/S-ADP program is of extreme importance and both DDS&T and DD/S should be certain that the capabilities and desires of OCS to support this program are in being and the service requirements will be met in the future.

**ALL INFORMATION CONTAINED HEREIN IS UNCLASSIFIED EXCEPT WHERE SHOWN OTHERWISE**

(4)

5. I am not certain how to approach this problem but perhaps an IG survey, if acceptable to DDS&T, could cover the various factors involved.

R. L. Bannerman  
Deputy Director  
for Support

Att:

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